

REGULAR MEETING OF THE CALEDONIA CITY COUNCIL
COUNCIL CHAMBERS, CITY HALL
CALEDONIA, MINNESOTA
Monday, September 14, 2020

CALL TO ORDER: Following due call and notice thereof, Mayor DeWayne “Tank” Schroeder called the meeting to order at 6:00 p.m. in the Council Chambers of City Hall.

PLEDGE OF ALLEGIANCE: Mayor Schroeder led the Council, City staff, and visitors in stating the Pledge of Allegiance.

ROLL CALL: Council members present: Mayor Schroeder, David Fitzpatrick, and Randi Vick. Council member(s) absent: Paul Fisch, Brad Rykhus. City staff present: Casey Klug, public works and zoning director; Stephanie Mann, finance officer (arrived at 6:57 p.m.); Mark Schiltz, assistant ambulance director; Joannie Schmidt, ambulance outreach training coordinator; Adam Swann, city clerk/administrator; and Mike Tornstrom, ambulance director. Visitor(s) present: Craig Moorhead, *Caledonia Argus*; and Michael Peterson.

CONSENT AGENDA: Member Vick moved to approve the consent agenda. Member Fitzpatrick seconded the motion. All members present voted in favor of the motion, and the motion passed. The consent agenda comprised the following items:

- a. Approve minutes from August 24, 2020 regular City Council meeting
- b. Approve proposed School Crossing Agreement between the City of Caledonia and Independent School District No. 299 for 2020-2021 school year

PUBLIC COMMENT: None.

PRESENTATION

- a. Mike Tornstrom, Ambulance Director, and Mark Schiltz, Assistant Ambulance Director:
 - i. Overview of need for new ambulance station: Ambulance Director Mike Tornstrom and Assistant Ambulance Director Mark Schiltz explained that the Ambulance Department needed a new ambulance station because the current space in the ambulance/police building was too small for training and there was no space or accommodations for on-call EMRs/EMTs who didn't live in the City, which was hampering recruiting efforts. Tornstrom and Schiltz further explained that a new station was justified because the Ambulance Department's call volume had increased and the Ambulance Department's net revenues were up significantly. Tornstrom and Schiltz requested that the City Council add a new station to the 2021-2025 Capital Improvement Plan (with construction in 2022-2023) and authorize the City to request proposals from architects to prepare preliminary design and final design for the project.

PUBLIC WORKS/ZONING DIRECTOR:

- a. Updates
 - i. Construction of Production Well No. 8: Public Works and Zoning Director Casey Klug reported that the project was experiencing some challenges because of underground fractures.

ii. Status of remaining projects for 2020: Klug updated Council on the status of remaining Public Works projects for 2020. Klug reported that the City would be installing sidewalk on City property on N. Gjere Ave. near the new Twin Village Apartments. Klug reported that the City would be fixing curb by the downtown laundromat, Good Times, and at the corner of E. McKinley St. and N. Marshall Street. Klug further reported that the City would be requesting quotes to tear down well houses #4 and #5. Klug further reported that the City would be waterproofing the exterior of the auditorium. Klug noted that the City would work on repainting the fire hydrants in 2021.

CITY CLERK/ADMINISTRATOR:

a. Updates

i. Wastewater treatment facility funding: Clerk/Administrator Adam Swann reported that the City had a Zoom meeting with the MPCA and PFA to discuss the City's score on its application to add the new wastewater treatment facility project to the MPCA's Project Priority List. The City received a lower score than anticipated, but MPCA and PFA representatives told the City during the Zoom meeting that the City's WWTF project would still likely be in the fundable range.

Swann further reported that the City's Point Source Implementation Grant application was formally denied by the MPCA, so he worked with Donohue & Associates and HR Green to prepare a request and fact sheet for a state appropriation through a bonding bill. The request and fact sheet had been sent to Representative Greg Davids and Senator Jeremy Miller.

ii. New administrative assistant Kayla Snell: Swann reported that new administrative assistant Kayla started her employment with the City of Caledonia on September 8, 2020.

NEW BUSINESS:

a. Consideration of proposed Resolution 2020-15: A Resolution Urging Minnesota State Lawmakers to Pass a Bonding Bill in 2020: Mayor Schroeder moved to approve proposed Resolution 2020-15, a resolution urging Minnesota state lawmakers to pass a bonding bill in 2020. Member Fitzpatrick seconded the motion. All members present voted in favor of the motion, and the motion passed.

b. Discussion re whether to add new ambulance station to 2021-2025 Capital Improvement Plan and whether to request proposals from architecture firms for design of new ambulance station: By consensus the Council tabled the discussion to the next City Council meeting on September 28, 2020, so that the full Council could discuss the issue.

c. Discussion re proposed preliminary General Fund, Fire Fund, and EDA Fund budgets for fiscal year 2021 and preliminary levy for taxes payable in 2021: Council discussed the proposed 2021 budgets for the General Fund, Fire Fund, and EDA Fund and the preliminary levy for taxes payable in 2021. The consensus of the Council was that the City should consider a proposed preliminary levy increase of 9.5%.

d. Discussion re transfer of additional CARES Act funds to Caledonia EDA for COVID-19 Relief Grants: Clerk/Administrator Swann reported that the Caledonia EDA had received 36 applications from businesses and non-profit organizations, totaling \$161,681. The EDA

anticipated receiving one more application from a business owner who had a medical emergency, which would raise the total to \$166,681, but the EDA received two applications from applicants who were likely ineligible, which meant the final total should be \$156,681. Swann further reported that in order for the EDA to approve the full amount requested by the eligible applicants, the Council would need to transfer up to \$56,681 in additional CARES Act funds to the Caledonia EDA. Swann further noted that if the Council approved the transfer, the City would still have \$38,080 in CARES Act funds to use by November 15, 2020. Member Vick moved to approve transferring \$56,681 in additional CARES Act funds to the Caledonia EDA for the COVID-19 Relief Grant program. Member Fitzpatrick seconded the motion. All members present voted in favor of the motion, and the motion passed.

e. Discussion re public nuisance at 214 E. Jefferson St.: Public Works/Zoning Director Klug reported that Tracy Storlie, owner of 214 E. Jefferson St., had provided the City with a purchase agreement between Tracy Storlie and Andrew Melde, pursuant to which Melde would purchase the house by October 1, 2020. Melde had also provided the City with a written notice of his intent to tear down the house shortly after purchasing the property. Member Fitzpatrick voted to give Melde 45 days after the purchase date to remove the house. Member Vick seconded the motion. All members present voted in favor of the motion, and the motion passed.

f. Discussion re proposed City Ordinance 2020-01: An Ordinance Repealing and Replacing City Code Section 74.03 Regulating the Operation of Motorized Golf Carts in the City of Caledonia: Council reviewed proposed City Ordinance 2020-01. Member Vick expressed concern about the vehicle requirements, saying that most golf carts did not have the equipment listed. The consensus of the Council was that the only vehicle requirements should be that the golf carts have a slow-moving vehicle emblem and adequate brakes. The consensus of the Council was also that in order to operate a golf cart (with a valid permit), a person had to be at least 16 years old and have insurance. Clerk/Administrator Swann reported that the proposed ordinance would be on the agenda for formal consideration on October 12, 2020.

g. Discussion re Social Security payroll tax deferral under President Trump's executive order from August 8, 2020: Mayor Schroeder moved that the City should not participate in the Social Security payroll tax deferral authorized by President Trump in his August 8, 2020 executive order. Member Vick seconded the motion. All members present voted in favor of the motion, and the motion passed.

h. Discussion re transferring \$10,000 from Liquor Fund to Caledonia EDA for Downtown Redevelopment Program: Clerk/Administrator Swann proposed transferring \$10,000 from the Liquor Fund to the Caledonia EDA to be used for the Downtown Redevelopment Program, which provided forgivable loans for downtown commercial rehab projects. Swann reported that the Liquor Fund had approximately \$85,000 in cash at the end of August and needed about \$30,000 for repairs and equipment. Mayor Schroeder expressed concern about transferring money from the Liquor Fund because the liquor store might have additional expenses in the future, such as a new roof. The Council tabled the discussion until the next City Council meeting to allow the Caledonia EDA to discuss the need.

i. Discussion re Caledonia Founder's 2020 Winter Parade: The consensus of the Council was that if the organizers of the annual winter parade wanted to hold the parade in 2020, they could do it.

j. Prepaid claims: Council reviewed the prepaid claims for the period August 12, 2020 – September 11, 2020, which totaled \$406,890.13. Member Fitzpatrick moved to approve the prepaid claims as presented. Member Vick seconded the motion. All members present voted in favor of the motion, and the motion passed.

k. Claims payable: Council reviewed the claims payable for September 2020, which totaled \$250,186.83. Member Fitzpatrick moved to approve the claims payable as presented. Mayor Schroeder seconded the motion. All members present voted in favor of the motion, and the motion passed.

l. Overtime Report: Members reviewed the overtime report for the pay periods August 10, 2020 – August 23, 2020 and August 24, 2020 – September 6, 2020. No further action was taken by the Council.

ANNOUNCEMENTS:

a. The next regular City Council meeting was scheduled for Monday, September 28, 2020 at 6:00 p.m.

ADJOURNMENT: There being no further business before the Council, a motion to adjourn was made by Member Fitzpatrick, seconded by Member Vick. All members present voted in favor of the motion, and the motion was declared carried to adjourn at 8:10 p.m.

DeWayne "Tank" Schroeder
Mayor

Adam G. Swann
Clerk/Administrator